

Information for Witnesses

You have been requested to testify in an appeal hearing before Administrative Judge Alexander G. Thompson of the U.S. Merit Systems Protection Board.

As a prospective witness, you must remain outside the hearing room until you are called to testify. When you are called, go to the witness chair and remain standing until you are sworn in by the Administrative Judge or the court reporter. If you have any religious convictions against giving testimony under oath, you will be permitted to affirm to the truthfulness of your testimony.

You will be asked questions first by the representative of the party who requested your appearance and then by the other party's representative. The Administrative Judge may have questions for you as well. Please answer the questions fully, but do not volunteer information not asked for. If you do not understand a question, you may ask for clarification. If an objection is raised, stop testifying until the Administrative Judge has ruled on the objection. Please answer the questions orally and do not respond by gestures, such as nodding. Speak up so that the other people present can hear your answers. If there is a microphone present, it is there for the purpose of recording your testimony, but it will not amplify your voice.

Following your testimony, you will be excused unless one of the parties requests that you remain as a potential rebuttal witness. In that case, you will be advised to return to the witness waiting area. Whether or not you are designated a potential rebuttal witness, you must not discuss your testimony with the other witnesses in this appeal until after the hearing has concluded entirely.

Unless otherwise announced, the hearing is open to the public. If you are not requested to remain available as a rebuttal witness or are not obligated to return to your regular work, you may observe the remainder of the hearing as a member of the public.